

## Minutes of Langham Parish Council Meeting

Held on Tuesday 25<sup>th</sup> July 2017

At Langham Village Hall

Attendance	Cllr. B Palmer - Chairman Cllr. P Duncan Cllr. Hosmer Cllr. Lee-Ovington Cllr. Manning Cllr. G Palmer Cllr. Wright Helen Duckering – clerk  1 member of the public	
Apologies	Cllr. Kirk	
Item		Actions
1	<b>Parishioners' representations</b>  Carolyn Debenham spoke about her concerns regarding safety when walking to school, highlighting paths which have become overgrown and the difficulty in crossing the A606. It was agreed that a map showing the paths causing concern would be forwarded to the clerk and that a group of volunteers will be formed to work with Cllr. Ovington to address the safety concerns.  <b>The meeting opened at 7.45pm</b>	
2	<b>Declarations of Interest and Dispensations</b>  None	
3	<b>Minutes of the last meeting held on 23<sup>rd</sup> May 2017</b>  The minutes were approved and signed by the Chairman.	
4	<b>Matters arising</b>  Actions from the last meeting <ul style="list-style-type: none"><li>It was proposed that Mow and Sow be instructed to clear the burial ground spoil heap at a cost of £220.</li></ul> Proposed Cllr. G Palmer Seconded Cllr. Duncan	

	<p>All in favour</p> <p>All other actions completed. Cllr. Hosmer stated that there no longer appeared to be a need to erect a sign at the burial ground regarding the clearing of floral tributes, but that the situation would be monitored.</p>	
5	<p><b>Clerks report</b></p> <p>The clerk gave a summary of actions since the last meeting, including streetlight improvements at Kimball Close, hedge trimming on Melton Road, Ranksborough Hall, Harewood Close, Orchard Close and Burley Road, 4 planning queries from members of the public, repairs to the sign post on Ashwell Road and issues with bin emptying at Ranksborough Hall.</p>	
6	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• Letter from Tim Maskell on behalf of the LNPWG regarding the burial ground– see item 13 below</li> <li>• Correspondence from Carolyn Debenham regarding safety walking to school – see parishioners’ representations above</li> <li>• Letter from potential purchaser of 59 Manor Lane – response made by planning committee</li> <li>• Letter from RCC regarding winter maintenance and planning – see item 11 below</li> <li>• Letter from Langham PCC requesting a grant – see item 14 below</li> <li>• Correspondence regarding the appeal against the decision to refuse the change of status of footpath to bridleway D85 – see item 16 below</li> <li>• Letter confirming the approval of Langham Parish Council audit for 2016/17 by Grant Thornton.</li> </ul>	
7	<p><b>Neighbourhood Plan</b></p> <p>Cllr. Ovington advised that little progress had been made on community actions, in the most part due to the lack of volunteers. Cllr. B Palmer agreed to write a piece for the Langham News asking for more volunteers and reiterating that the action cannot be taken without them.</p>	BP
8	<p><b>Adoption of Complaints Policy</b></p> <p>It was proposed that Langham Parish Council adopt the standard complaints policy, a copy of which will be added to the website.</p> <p><b>Proposed Cllr. Duncan</b>  <b>Seconded Cllr Hosmer</b>  <b>All in favour</b></p>	
9	<p><b>Approval and adoption of Standing Orders</b></p> <p>It was proposed that Langham Parish Council adopt the updated standing orders, a copy of which will be added to the website.</p> <p><b>Proposed Cllr. G Palmer</b>  <b>Seconded Cllr. Ovington</b></p>	

<p>10</p> <p>11</p> <p>12</p>	<p><b>All in favour</b></p> <p><b>Approval of annual review of clerks' salary and expenses</b> It was proposed that the clerk's salary be increased to point 23 of the LC02 scale (NALC) and that the quarterly expenses allowance be increased from £79.50 to £90. <b>Proposed Cllr. Manning</b> <b>Seconded Cllr. Hosmer</b> <b>All in favour</b></p> <p><b>Rutland County Council request to consider winter weather planning</b> It was confirmed that there are currently no Parish controlled grit bins or equipment in Langham. It was proposed that this be advised to RCC and a request made to them for details of their current responsibilities in order that planning can take place.</p> <p><b>Confirmation of Parish Council representatives</b> The following were confirmed as Parish Council representatives</p> <ul style="list-style-type: none"> <li>• Parish Forum – Cllr. Higgins</li> <li>• Village Hall meetings – Cllr. G Palmer</li> <li>• LRALC – Cllr. Hosmer &amp; Cllr. B Palmer</li> </ul> <p>It was proposed that Cllr. B Palmer be nominated as a voting member of LRALC <b>Proposed Cllr. Hosmer</b> <b>Seconded Cllr. Ovington</b> <b>All in favour</b></p>	<p>HD</p>
<p>13</p>	<p><b>Finance</b></p> <p><b>Current position</b> The clerk circulated the current financial summary, Appendix 1,2 &amp; 3 attached, and these were approved. <b>Proposed Cllr. Hosmer</b> <b>Seconded Cllr. Ovington</b> <b>All in favour</b></p> <p><b>Account for payment</b> None</p> <p><b>Burial ground</b> The request from the LNPWG for details as to the future extension of the burial ground was discussed. It was confirmed that the intention was originally to extended to the left of the burial ground into the wildlife area, however, it was agreed that Cllr. Manning and Cllr. Hosmer would assess this and other options and present their findings at the September meeting. It was agreed that the clerk would respond to the LNPWG in the meantime thanking them for the work they will undertake in managing and maintaining</p>	<p>TM, RH</p>

	<p>the wildlife area, advising that the future of the burial ground is being considered and that the result of this should not prevent them from commencing their work.</p> <p>Cllr. Hosmer advised that the burial ground gate needs replacing and adjusting. It was proposed that this work be done.</p> <p><b>Proposed Cllr. Manning</b>  <b>Seconded Cllr. Hosmer</b>  <b>All in favour</b></p>	<p>HD</p> <p>RH</p>
14	<p><b>Grants to Parish Church and Baptist Church</b></p> <p>It was confirmed that no request had yet been received from the Baptist Church.</p> <p>A request from Langham PCC for a contribution towards the cost of installing a toilet and servery in the church was discussed. This was recognised as an excellent and worthwhile project. It was agreed that more details and definite costings were required to consider this request fully. The clerk agreed to request this information and a more detailed grant request would be considered at the next meeting.</p>	<p>HD</p>
15	<p><b>Report from County Councillor Hemsley</b></p> <p>C. Cllr Hemsley confirmed his offer to provide equipment and labour to attend to some of the areas of overgrown verges in Langham. A date for this to take place will be confirmed.</p> <p>It was agreed that Cllr. B Palmer, Cllr. Manning and Cllr. Hosmer would draw up a list/map of areas in the village where regular work is required with a view to amending the maintenance contract or regularly contacting homeowners requesting action.</p> <p>C.Cllr. Hemsley advised of the current review of Parish Boundaries. It was agreed that Cllr. B Palmer would respond to this consultation.</p> <p>C.Cllr. Hemsley agreed to discuss again a problem with the adoption of a streetlight situated on Ranksborough Drive with RCC.</p>	<p>BP, TM, RH</p> <p>BP</p> <p>OH</p>

16	<b>Planning</b> <ul style="list-style-type: none"> <li>• Planning updates since the last meeting were circulated. Appendix 4 attached</li> <li>• It was confirmed that the planning committee had submitted a response to the appeal against the decision to decline the application for modification order to alter the status of footpath D85 (to bridleway).</li> </ul>	
17	<b>Playing field inspection</b> August - BP September – RH	
18	<b>AOB</b> <ul style="list-style-type: none"> <li>• Village Hall – Cllr. G Palmer confirmed having attended the recent village hall committee meeting and praised the excellent work the committee are undertaking.</li> <li>• Alterations and reduction in service to the No.19 bus route were noted. C.Cllr Hemsley advised that RCC were not consulted on these changes but are considering possible alternative providers.</li> <li>• Cllr. Hosmer advised that a Rutland Neighbourhood Watch app. is available to download to smartphones or tablets.</li> <li>• Previous correspondence with RCC regarding Travellers’ Rest was noted. C.Cllr Hemsley advised that a Leicestershire County Council team now dealt with these matters.</li> <li>• Cllr. Wright requested that the village hall committee be made aware that keys should be available for all windows locks in the village hall. Cllr. G Palmer will advise.</li> </ul>	
19	<b>Date and time of the next meeting</b>  <b>26<sup>th</sup> September 2017 7.30pm</b>	
20	<b>Meeting closed at 9.25pm</b>	

<b>Summary of Action Points</b>			
No.	Description of Action	Responsible	Due Date
1	BP to place notice in Langham News regarding volunteers for the LNPWG (copy date 4 <sup>th</sup> September)	BP	By 4 <sup>th</sup> Sept

2	Clerk to advise RCC of winter provisions and request further information	HD	By 31 <sup>st</sup> August
3	Clerk to reply to LNPWG regarding burial ground extension	HD	ASAP
4	Cllr. Hosmer to arrange replacement burial ground gate	RH	ASAP
5	RH & TM to consider extension options for burial ground.	TM, RH	By 26 <sup>th</sup> Sept
6	Clerk to contact PCC for more information regarding grant request	HD	ASAP
7	BP, TM & RH to consider areas requiring regular tree/hedge/verge works	BP, TM, RH	By 26 <sup>th</sup> Sept
8	BP to respond to Electoral Boundary review	BP	ASAP
9	OH to discuss Ranksborough streetlight with RCC	OH	ASAP

CURRENT PERIOD:		2	
INCOME	2017-18	Year to date:	
Precept:	22,000.00	20,000.00	22,000.00
Grass Cutting:	2,000.00	2,000.00	
Street Lights:	2,400.00	2,400.00	1,853.38
Burial Ground:	1,000.00	1,000.00	1,384.00
Sundries:	600.00	200.00	
Interest:			
VAT:			2,082.57
TOTAL:	28,000.00	26,000.00	27,319.35
EXPENSES:			
Clerk's Salary:	6,000.00	2,000.00	1,425.69
Clerk's Expenses:	500.00	166.67	138.51
Street Lights - electricity:	1,600.00	533.33	482.13
Street Lights - capital:	2,000.00	666.67	
Grounds & Open Space:	6,500.00	2,166.67	2,135.00
Insurance:	1,050.00	350.00	
Cllr expenses:	300.00	100.00	35.00
Grants:	1,750.00	583.33	
Audit:	300.00	100.00	
Subscriptions:	500.00	166.67	332.36
Hall rental:	200.00	66.67	
Chairman's Fund:	100.00	33.33	50.00
Contingency:	500.00	166.67	
Waste Collection:	900.00	300.00	
Village Hall:	1,500.00	500.00	
Neighbourhood Plan Expenses	300.00	100.00	
Burial ground:	1,100.00	366.67	234.73
VAT:			96.43
Playarea			
TOTAL:	25,100.00	8,366.67	4,316.29
OVERALL SURPLUS/DEFICIT:	2,900.00	17,633.33	23,003.06
Current a/c: at 1 Apr 2017:	20,583.70		
Adjustments:			
2017/18 opening balance:	20,583.70	20,583.70	
Income to date:	27,319.95		
Expenditure to date:	4,316.29		
Surplus/deficit to date:		23,003.66	
Bank balance at period end:		43,587.36	

Balance as per Bank Statement 15th June 2017			<b>£43,321.89</b>	
		Cheque Number		Unpresented Presented
Expenditure				
23-May	H Duckering - clerks salary & expenses	IB5		504.21
23-May	LRALC - Annual subs	IB4		332.36
24-May	RCC - cemetry rates	IB6		34.73
09-Jun	Mow & Sow	IB7		840.00
				<u>1711.30</u>
Receipts				
23-May- 17	RCC - streetlights			1,853.38
				<u>1853.38</u>
Balance as per account plus unpresented credits			<b>£43,321.89</b>	
Less unpresented cheques				
Balance as per calc.			<b>£43,321.89</b>	

Balance as per Bank Statement 15th July 2017			<b>£43,587.36</b>	
		Cheque Number		Unpresented Presented
Expenditure				
16-Jun	H Duckering - clerks salary & expenses	IB8		698.53
03-Jul	Mow & Sow	IB9		420.00
				<u>1118.53</u>
Receipts				
20-Jun- 17	Plot reservation- Potter			1,084.00
26-Jul- 17	Plot reservation - Wood			300.00
				<u>1384.00</u>
Balance as per account plus unpresented credits			<b>£43,587.36</b>	
Less unpresented cheques				
Balance as per calc.			<b>£43,587.36</b>	

### **2017/0415/CAT 21 Ruddle Way**

**There are 2 Lime Trees (T1 & T2) in the garden of 21 Ruddle Way, some of the branches of which overhang the roof and chimney of our house (23 Ruddle Way). We would like to have the branches overhanging our property trimmed back to avoid damage to our roof and chimney.**

The above trees are growing in was part of the garden of Harewood House. The house was demolished when the former Ruddle Brewery site, together with the above garden area, was developed for housing.

The mature trees, which are situated to the rear of 21 Ruddle Way, can only just be viewed from the road. They are handsome specimens and have been the subject of tree works in recent years. Some limited trimming of the branches is acceptable and it is recommended that this is carried out in a way that retains the natural shape of the trees when viewed from all angles.

**Recommend Approval 3<sup>rd</sup> June 2017**

### **2017/0473/LBA 30 Burley Road**

**Refurbishment and conversion of a vacant retail unit to a 5-bedroom residential dwelling including associated external works.**

**Refurbishment and Conversion** – It is stated that prior advice has been sought from the LPA but no details are given. The renewed Design and Access Statement has been well presented and carefully argued.

It is proposed that there will be works to both the inside and outside of the above building. Most of these works are acceptable but there are some concerns. It would be preferable if double doors were not included to the front elevation of the barn in order to retain the integrity and character of this listed building, which is of some historical interest. Some windows similar to those existing would be acceptable.

Feathered oak cladding and oak columns are not locally used treatments for walls, but this may be acceptable if left natural or finished in a colour agreed by the planning officer concerned with Conservation. The addition of a chimney pot is acceptable,

**Trees** – The removal of conifers which have become too large and which exclude light is acceptable. However, the trees to the Burley Road side of the property should remain. They are of considerable amenity value and make a valuable contribution to the street scene in this part of the Conservation Area.

The intention to have pleached Hornbeams will provide additional privacy to the front of the property. Together with the existing tress, it would not be necessary to alter the height of the existing wall to ensure privacy. The existing wall is similar to other walls in the vicinity such as those at Yew Tree House and Barn, Langham Cottage, the Old Hall etc. and little would be gained from extra height. The courtyard is a significant part of the architecture of this collection of buildings. The balance should not be altered by further enclosure by raising the external wall.

The proposed garage is better sited than the carport in a previous application. The impact on the setting of a listed building will be reduced but there are concerns with the use of oak cladding which is not a typical material used in the village or the wider area. A carport would be far less obtrusive and should be considered as an alternative. If the garage is considered acceptable, it is recommended that there should be a suitable approved planting scheme in order to lessen the impact of this structure on the existing buildings and site.

Langham Neighbourhood Plan policy CH1, CS22, D2b, D3a, D3b, D3c, D3h, D3g.

**Recommend Approval subject to above concerns being addressed. 19<sup>th</sup> June 2017**

#### **2017/0470/FUL Rocott Lodge Barn, Melton Road**

##### **Conversion of barn to 5 holiday lets.**

The above barn is situated close to Rocott Lodge Farm, within open countryside and set back from A606 road to Melton Mowbray.

In principle, the conversion of redundant farm buildings into holiday accommodation is acceptable. It is important that the integrity and character of the building is retained wherever possible. The northeast elevation appears to be the most attractive aspect of the barn and it would perhaps be preferable for this to have a more conventional appearance rather than the large amount of glass that is proposed. The glass frontage is out of context in an open countryside location.

As there are no amenity areas planned for these holiday lets it is recommended that these be provided. The addition of such areas are necessary, especially as these holiday lets are situated some considerable distance from other properties, and would be welcomed by most holiday tenants,

The use of brick and terracotta pantiles is to be commended but it would be preferable to have timber windows and doors made of wood, which is a sustainable material with good thermal qualities. (LNP Policy D3e.)

These properties should be for holiday lets only and not used for letting on the open market.

**Recommend Approval subject to above concerns being addressed. 19<sup>th</sup> June 2017**

**2017/0502/CAT The Old Engine House, The Old Hall Stables**

**Two evergreen Magnolia trees at the front of property: T1 to be reduced all round by no more than 2 metres, to clear the road and driveway; T2 to be reduced by no more than 1 metre.**

The above magnolias form a significant contribution to this courtyard and they have put on considerable growth during recent times. For many years growth was kept much closer to the building and it is possible that they were the subjects of regular pruning to retain their shape. The proposed tree works are acceptable and will ensure that vehicular access from Church Street to the Gatehouse and Old Hall can continue without hindrance.

**Recommend Approval 19<sup>th</sup> June 2017**

**2017/0567/FUL Pyrford House, 7 The Range Two-storey extension, single storey extension, porch, chimney breast.**

7 The Range is a detached house set back from the road and the proposed extensions will have limited impact on adjoining properties. The proposal will not be dissimilar to other substantial and extended houses in The Range cul- de-sac.

Two-storey extension – This is acceptable but the ridge and eaves line of the extension may have to be lower than the ridge and eaves line of the original house. (Policy SP 15 of Rutland County Council's Site Allocations and Policies Development Plan Document). The extension will largely reflect the shape and form of the original house, although the garage will become a more dominant feature.

Single storey extension – The rear extension is acceptable although brick walls rather than render would be preferable in order to create a more unified appearance. The use of wood joinery in this area is to be commended.

The addition of a porch is acceptable and the proposed chimney will contribute to a traditional roof form.

Observations – Materials should match existing.

**Recommend Approval Langham Parish Council 10<sup>th</sup> July 2017**